
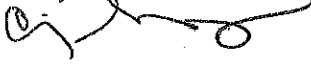
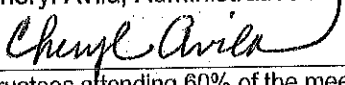


**VISALIA PUBLIC CEMETERY DISTRICT  
BOARD OF TRUSTEES' REGULAR MEETING  
WEDNESDAY, SEPTEMBER 28, 2022 - 9:00 A.M.**

**MINUTES**

<p>Trustees Johnson, Philpot, Ouzounian, Link, Alexander were present. Also present were staff members District Manager Summers, Avila, Lopez and Stallions, Walter Deissler and Thom Black, Architects. There were three members of the public present.</p> <p>Chair Johnson called the meeting to order at 9:04 a.m.</p>	<p><b>CALL TO ORDER AND RECORD OF ATTENDANCE</b></p>
<p>City of Visalia Manager, Leslie Caviglia introduced herself. She discussed the idea of incorporating City and Cemetery ventures to enhance community involvement. Also discussed was the topic of groundwater sustainability.</p> <p>Jeremy Marple, Miller Memorial Chapel introduced himself as the new Pre-Need counselor.</p> <p>Vicki Gilson introduced herself and expressed appreciation to the Cemetery Board of Trustees and staff.</p>	<p><b>PUBLIC COMMENT</b> (Leslie Caviglia, City Manager, Miller Memorial (Jeremy Marple, Pre-Need Counselor), Vicki Gilson)</p>
<p>The consent calendar was reviewed. Trustee Philpot pulled from the Consent Calendar the Manager's Report and Update to Strategic Plan to discuss the last paragraph "Due to the rent raises limitations enacted...". DM summers to contact the attorney to get an interpretation of the law.</p> <p>DM pulled the minutes to clarify verbiage with regards to a request from Beer Monument regarding stones and to continue "to allow DM to make exceptions of placing a temporary stone prior to the placement of a stone as long as proof of purchase is provided". MMSC to approve consent items as amended.</p> <p>Ouzounian/Link. All Ayes.</p>	<p><b>ACTION ITEMS:</b></p> <p><b>CONSENT CALENDAR.</b> (Minutes, Burial Count, Workload Report, Manager Report/Strategic Plan Update, Signing of DM contract, Signing of letter to C.A.P.C. regarding reinstatement of Philpot to Mentor Trustee)</p>
<p>Architect Walter Deissler gave updates on the new office project, contract proposal, general plan amendment and rezone to quasi-public, working with the City and SCE for the utility infrastructure; to be taken to a public hearing. DM discussed an email from the attorney regarding the proposal. After discussion, MMSC to accept the Architect Proposal, including Exhibits A, B, and C as amended with the following changes: <b>add: public contract language</b>, under "Terms: primary contact": <b>Walter Deissler</b>; "Retainer": <b>Delete retainer</b>; Under "Description of services included", #4. Escorting plans through <u>City</u> (not county) Building Department." and that Board of Trustees', Chair Johnson, not DM, to sign the proposal. Philpot/Alexander. All Ayes. Exhibit D &amp; E to be postponed.</p>	<p><b>UPDATES FROM ARCHITECT, WALTER DEISSLER</b> (Contract proposal, general plan amendment and rezoning to quasi-public)</p>
<p>There was no closed session. District employee was not present with no prior contact either by phone, texts, or email.</p>	<p><b>CLOSED SESSION</b></p>
<p>The Board discussed giving direction to DM in relation to options vs. recommendations. It is the consensus of the Board of Trustees for DM to provide more than one recommendation. <i>as appropriate.</i></p>	<p><b>DIRECTION TO DM</b> (Regarding options vs recommendations)</p>

<p>DM reviewed the "New Building Investment Account" from Stifel which shows the fluctuation within the account. No action taken.</p>	<p><b>REVIEW OF ACCOUNT</b> (New Building Investment Account)</p>
<p>DM discussed the Health &amp; Safety Code Sec. 8738 regarding a required endowment care contribution law change. MMSC to increase the endowment care fee to \$200.00 for baby burials as per the Health &amp; Safety Code Sec. 8738 requirement. Link/Ouzounian. All Ayes.</p>	<p><b>HEALTH &amp; SAFETY CODE SEC. 8738</b> (Required Endowment Care contribution law change)</p>
<p>Tabled from August 31, 2022. DM Summers gave further clarification of the addition of the "Silent Hearts West" portion of the marker policy. MMSC to accept the "Silent Hearts West" portion of the marker policy as presented. Ouzounian/Alexander. Ayes, Alexander, Link, Ouzounian and Philpot. Chair Johnson was absent and not present for the motion. Chair Johnson returned to the meeting.</p>	<p><b>SILENT HEARTS MARKER POLICY</b></p>
<p>Tabled from August 31, 2022. There was discussion on the Flower Donation Policy. No action taken.  Trustee Alexander left the meeting at 10:50 a.m.</p>	<p><b>FLOWER DONATION POLICY</b></p>
<p>The September 2022 financial transactions were reviewed. MMSC to accept the September 2022 financials. Philpot/Link. Ayes, Johnson, Link, Ouzounian and Philpot. Trustee Alexander not present.</p>	<p><b>FINANCIAL TRANSACTIONS &amp; CREDIT CARD STATEMENT REVIEW</b></p>
<p>Trustees discussed Cemetery chapel and new glass niches. Representative from Christy Vault will be attending the next Board meeting. Public Relations committee, Trustees Link and Alexander to reach out to City regarding more community involvement between the two entities.</p>	<p><b>OTHER BOARD MATTERS</b> (Prospective glass niche bank in Cemetery Chapel and more Community involvement with City)</p>
<p>There being no further business, the meeting was adjourned at 11:05 a.m.</p>	<p><b>ADJOURNMENT</b></p>
<p>9-28-2022 Tom Johnson, Board Chair  District Manager Cindy Summers   Staff Cheryl Avila, Administrative Assistant </p>	
<p>Trustees attending 60% of the meeting Johnson, Philpot, Ouzounian, Link, and Alexander</p>	